



**DIPALESENG LOCAL MUNICIPALITY**

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## CHAPTER 1

### INTRODUCTION AND OVERVIEW

#### 1.1 Vision

- Providing Quality;
- Affordable Services; and
- Good Governance.

#### 1.2 Mission

To implement programs and services that help to ensure that its residents are served by accountable and effective Local Government.

#### 1.3 Core Values

- Community Centeredness;
- Performance Excellence;
- Integrity;
- Transparency; and
- Co-Operative Governance.

#### 1.4 Executive Mayor's forward

It is with great pleasure for me to present the Dipaleseng Local Municipality's Annual Report for the 2010/11 financial year. Our strategic objectives of making the lives of our people better have always been informed by the five key strategic priorities of local government.

These were the following:

- Good Governance and Community Participation and Ward Committee System;
- Financial Viability;

- Local Economic Development;
- Basic Infrastructure; and
- Organisational Transformation and Institutional Development.

The Annual Report presented herein, provides numerous achievements, which have been made in meeting both constitutional obligations and the mandate of our people. Undoubtedly, as a Municipality, we are absolutely making strides towards alleviating the plight of the poor and progress is being made towards reducing the backlogs on service delivery.

Our goals and strategic objectives are profoundly informed by the basic needs of our communities, and indeed, this Municipality shall not fail.

We are convinced that all the resources at our disposal as an organ of state are used to uplift our communities and improve the lives of the under-privileged communities without necessarily ignoring the challenges faced by our societies across the racial spectrum. It is our conviction as the Municipality, that through a collective leadership and co-operate governance, we shall absolutely improve the lives of our people.

The improvement of the Municipality has been informed by a number of various strategic interventions including but not limited to the Ministerial Task and Presidential visit during the year under review. Consequently, the high degree of optimism was built and the culture of excellence was indeed inculcated. All those efforts, have provided positive manifestations on issues of finance, infrastructure, administration and community services.

Through leadership collective, I am delighted to announce that the Municipality has broken the previous shackles of receiving disclaimers, we have moved towards a Qualified Audit Report. This is attributed to the collective responsibilities of both administration and political leadership.

In as much as we would still like to improve towards clean audit, we are in the right direction towards meeting the 2014 deadline for Operation Clean Audit.

Most significantly, major strides have been made in allocating the budget on basic services and this has been informed by the mandate that we got from the majority of our people during the 2011 Local Government Election.

The following were the commitments we made:

- Build local economies to create more employment, decent work and sustainable livelihoods;
- Improve local public services and broaden access to them;
- Build more united, none racial integrated and safer communities;
- Promote more effective, community participation in local government; and
- Ensure more effective, accountable and clean local government that works together with the National and Provincial Government.

It is against this background that we find ourselves having made significant progress on the provision of basic services aspects. Better access to water, sanitation, electricity, roads and storm water have been achieved during the year under review. Furthermore, about 260 learnerships through skills development programmes have been facilitated with private sector.

The implementation of the GRAP within the institution has significantly improved the financial management. However, one needs to indicate that there are some programmes that still need to be finalized, these include, full implementation of the financial systems and data cleansing.

On the other hand, a significant progress has been made in relation to providing quality community services and public safety of our people. In this regard, speed measuring machines, traffic management systems were procured. A number of refuse bins were bought for our communities in promoting safety environment and fencing of cemeteries was completed during the year under review.

On the economic front, LED strategy and Spatial Development Plan were developed. More importantly, the development of the database for SMME was a milestone, which will provide us with some relevant information on the status quo of all the SMME's within our area of jurisdiction.

I therefore wish to submit this Annual Report acknowledging strides that have been made as well the challenges and areas of improvement that have been identified. Our commitment to clean, effective and performing government remains unchanged.

I wish to further state that we shall not rest until the lives of our people are improved, with this I urge everyone in this Council to work closely to ensuring that we deliver on our mandate and we provide quality services to our people.

**Clr NS Nhlapho**  
**Executive Mayor**

## **1.5 Overview of the Municipality**

Dipaleseng is a local municipality which forms part of Gert Sibande District Municipality (DC301) neighboring municipalities includes, Lekwa and Govan Mbeki to the East, Gauteng to the West and Free State Province to the South.

Its major town, Balfour is situated approximately 80 km south east of Johannesburg, the close proximity of the municipality to Gauteng allows for the spillover effects of development in Gauteng to be enjoyed in this municipality. The three major urban nodes in the area are Balfour/Siyathemba, Greylingstad/Nthorwane and Grootvlei. The major economic activity in the municipality is agriculture.

The major roads that transverse the municipal area are the N3 and R23 which runs from Johannesburg to Durban whilst R23 from Pretoria to Volksrust. The Johannesburg-KwaZulu-Natal railway system runs through the municipal area.

Table below provides some additional key demographic information on the Dipaleseng Local Municipality's area:

**Table: Key Demographic Information – Source: 2001 Census Data**

Extend of the Dipaleseng Local Municipality's area		2 615.3km <sup>2</sup>
Population		40 100
Approximate number of households		11 175
Population Group	Black African	96.9%
	Coloured	0.0%
	Indian	0.2%
	White	2.4%
	Undisclosed	0.1%
Male Population		46%
Female Population		54%
Number of Municipal Wards		6
Number of Councillors		11

Below provides a brief socio-economic overview of the Dipaleseng Local Municipality's area.

**Table: Socio-Economic Overview – Source: 2001 Census Data**

Municipal Age Profile	0 to 4	11%
	5 to 14	26%
	15 to 34	33%
	35 to 64	21%
	Over 65	6%
Education Level Over 20	No Schooling	18%
	Some Primary	14%
	Completed Primary	5%
	Secondary	27%
	Grade 12	31%
Labour Force out of total Population		20%
Not economically active out of total population		35%
Employment (out of labor force)	Employed	34%
	Unemployed	66%
Housing	Formal	51%
	Informal	42%
	Other	7%
Annual Household Income	None	24%
	R1 – R400	14%
	R401 – R800	12%
	R801 – R1600	16%
	R1601 – R3200	10%
	R3201 – R6400	15%
	R6401 – R12800	7%
OVER		2%
<b>Total</b>		<b>100%</b>

Below provides a brief gross geographic product per sector overview of the Dipaleseng Local Municipality's area.

**Table: Gross Geographic Product Overview – Source: 2001 Census Data**

<b>Economic Sector</b>	
Agriculture/Forestry/Fishing	26.22%
Community/Social/Personal	10.51%
Construction	8.55%
Electricity/Gas/Water	1.36%
Financial/Insurance/Real Estate/Business	3.70%
Manufacturing	7.31%
Mining/Quarrying	0.37%
Private Households	14.63%
Transport/Storage/Communication	32.92
Undetermined	9.81%
Wholesales/ Retail	14.61%
Other	0.00%

## 1.6 Executive Summary

Dipaleseng Local Municipality's 2010/11 Annual Report has been developed in accordance with the provisions of Section 121 of the MFMA, and Section 46 of the MSA respectively.

According to National Treasury Guidelines for the Annual Reports, the report should be comprised of five chapters to reflect the key activities undertaken within the organisation during the financial year under review.

A brief summary of the content of each Chapter is outlined below:

**Chapter 1** – This Chapter articulates the Municipality's Spatial Location in relation to other Municipalities within the area. The composition of the Municipality in terms of constituent Local Municipalities, and their centrality is also highlighted herein.

**Chapter 2** – This Chapter reports on performance highlights of the Municipality attained through the delivery success, emanating challenges and remedial measures during the Financial Year under review is highlighted herein.

**Chapter 3** – This chapter reports on the programmes and initiatives designed and implemented by Dipaleseng Local Municipality to ensure sustainable improvements in Human Resource Development

aspects such as skills development; employment equity; capacity building and training to mention but a few.

**Chapter 4** – This Chapter is constituted of the Annual Financial Statements of the financial year under review. Of key importance in this Chapter is the fact that the Municipality has sustained timeous submission of the Annual Financial Statements to the Auditor General as enshrined in the Legislation. In doing so, the Municipality has received a qualification report for the year in question.

The increased compliance level is reflected by the timely preparation, approval and submission of the IDP, Budget, SDBIP, PMS, Work Place Skills Plan, Annual Financial Statements.

**Chapter 5** – This Chapter reports on service delivery attainments and challenges in relation to the developmental objectives as articulated in the Municipality 2010/11 IDP. The format used for reporting is in line with the National Treasury guidelines. Performance progress is reported according to 5 KPA's as enshrined in the 5 Year Local Government Strategic Agenda.

## CHAPTER 2

### PERFORMANCE HIGHLIGHTS

The Municipality undertook a number of initiatives to enhance the service delivery of the Municipality during the year under review. It was a concerted effort between the political and administration. In brief the major achievements in the year under review were as follows:

#### 2.1 Infrastructure Department

Programme	Key milestones for 2010/11
Access to Water	The Municipality upgraded the water reticulation network in Grootvlei informal settlement, Water treatment works and sank 15 boreholes within the farms to ensure increased water access by the residents. Currently the Municipality has access to water of 87.7% through piped water inside their home and community taps, with the remainder of 12.3% relying on the boreholes and springs. A total of 600 stands were reticulate with water.
Access to Sanitation	The Municipality embarked on the expansion of the Sewer Reticulation Network phase 1 in Balfour, with a budget allocation of R3.4million and the construction of 80 VIP toilets on farms in ward 2, 3, 5 and 6 at a total cost of R1million.
Access to Electricity	High light masts and street lights in all wards were installed at a budget of R1,2 million. The Municipality electrified 213 households in the year under review
Roads and Storm water	Through MIG funding, of R8 million the Municipality constructed and rehabilitated roads in Balfour/Siyathemba wards 1, 2, 3, and 4.

#### 2.2 Budget and Treasury Department

##### 2.2.1 Introduction

The Municipality greatly improved their financial management and governance oversight in the year under review. The Auditor General's audit opinion improved from a disclaimer to a qualification on opening balances.

The status quo regarding zero external loans was maintained, whilst capital infrastructure was financed through the 100% MIG expenditure, and the infrastructure grants from the District Municipality.

### 2.2.2 Departmental framework

The department comprises three sections: Revenue, Expenditure, and Supply Chain Management.

### 2.2.3 Municipal Support

The Development Bank of Southern Africa (DBSA), approved an R8 million grant to the Municipality for capacity development. A total of R3.3 million was allocated towards financial improvement and the municipality undertook the following important projects to comply with National Treasury's financial reporting framework:

- Implementation of a GRAP compliant Financial Management system;
- Data cleansing. This entailed the correction of the information on the old financial management system and physical verification of the consumer meters and accounts ownership; and
- Compilation of a GRAP compliant asset register.

### 2.2.4 Corporate Social Responsibility

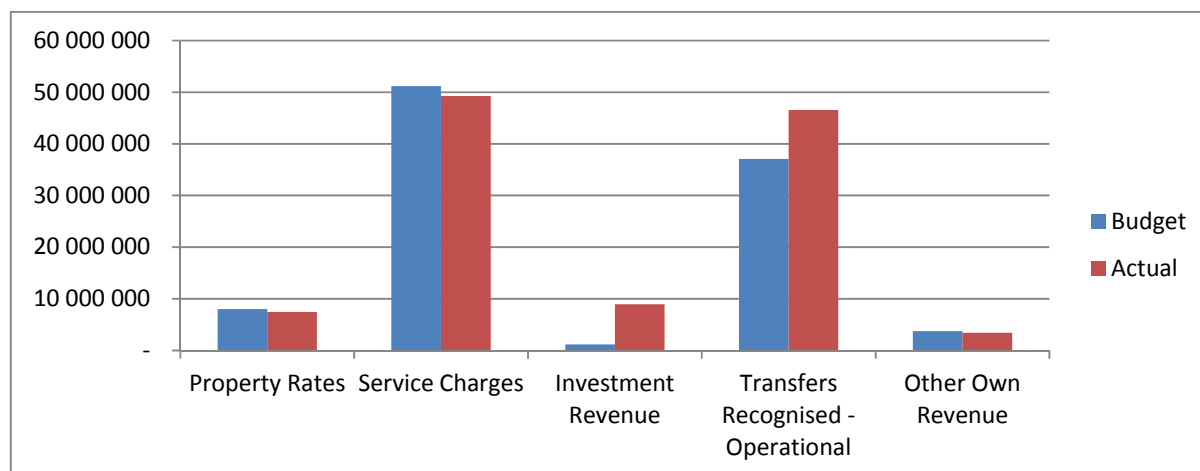
The Municipality provided free basic services to all the households including the indigents within the Municipality with free 6kl and 50kwh.

### 2.2.5 Financial Performance

The 2010/11 budget was approved as per Council's item no: C80/05/10 on 31 May 2010, and the Adjustment Budget was approved per Council's item no: C02/01/1 on 25/01/2011.

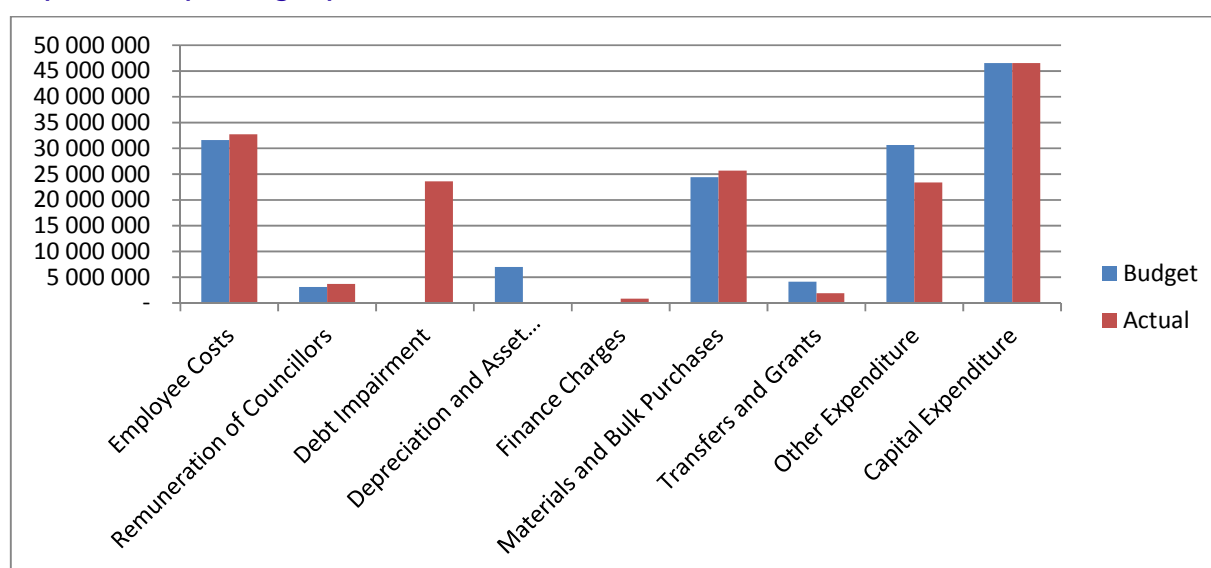
Outlined below is a graphical illustration of income earned per source.

## Income Earned – 2010/11



Outlined below is a graphical illustration of Capital and Operational Expenditure per source.

## Capital and Operating Expenditure – 2010/11



## 2.3 Corporate Service Department

The Municipality, through its goal of skills capacity embarked on a number of training programmes, to equip its staff members and the community within which it serves. The corporate and government sector also played a pivotal role through the provision of funding.

The following trainings were conducted:

- Total numbers of staff trained in various disciplines amounted to 260;
- 7 people were enrolled under the Internship program;
- A total number of 10 councilors were trained in various programmes; and
- 100 bursaries under the NFSAS program were issued to the deserving members.

Following unemployed personnel were trained:

Program	Course	No. of people trained
Learnerships	ICT	100
	Construction	40
	Farming	30
	Community house builder	30
Skills program	Electrical	30
	Welding	15
	Pipe fitting	15
<b>Total number of people trained</b>		<b>260</b>

### 2.3.1 Corporate Governance

A total of 10 policies listed below were reviewed and approved in the year under review:

- Credit Control;
- Indigent;
- Supply Chain Management;
- Budget Policy;
- Cash Management;
- Travel and Subsistence;
- Fixed Asset Management;
- Leave;
- Bad Debts Write Off; and
- Risk Management.

A work skills plan for Dipaleseng was submitted on time to the LG SETA and the employment equity report to the department of labour.

## **2.4 Community Services and Public Safety Department**

Basic service delivery and infrastructure development initiatives by the Municipality led to the achievement of the following:

### **2.4.1 Traffic**

- Road side furniture were fully installed in Balfour, Grootvlei and Nthorwane;
- Speed measuring equipment was procured to and is being utilized by the traffic officers;
- Traffic Management System for recording traffic fines and warrant arrests was bought; and
- All approved street names signage's in Balfour were installed.

### **2.4.2 Library management**

- The installations of internet connections were completed in the following libraries, Grootvlei, Balfour and Nthorwane;
- A total of 12 computers were procured and 4 installed in Balfour , the other 4 in Grootvlei, with the remaining 4 to be installed in Nthorwane; and
- All the identified books for the 3 libraries were purchased and delivered

### **2.4.3 Other**

- Refuse removal in all the informal settlements were performed, through the Food for Waste Project;
- A total of 300 refuse bins were given to the indigents for free; and
- The cemetery fence in Siyathemba was maintained.

## **2.5 Development and Planning Department**

- LED Strategy with an implementation plan was developed and adopted by Council;
- Database for the SMME was developed; and
- The Spatial Development Plan was developed and approved by Council.

## 2.6 Backlogs in Service Delivery

The table below highlights the Municipality's service delivery backlogs both in numbers and value. The table shows that the Municipality has a lot of backlogs, which requires funding in order to be addressed. Our total budget allocations from the Municipality's and district MIG grant contribution of R31 million requires supplement as the total backlog's value amounts to R345 million.

Services	Infrastructure Required	Estimated Budget R
Water	• Water reticulation in Nthorwane informal settlement for approximately 600 households.	4,2 mil
	• Provision of water to rural communities in Dipaleseng 23 Boreholes.	2 mil
	• Water reticulation network for the Siyathemba informal settlement for approximately 500 households.	3,8 mil
	• Construction of 4MI reservoir in Siyathemba	5 mil
	• Construction of a new 5MI/day Water Treatment Works in Greylingstad/Nthorwane	40 mil
	• Construction of a 4MI reservoir in Greylingstad/Nthorwane	5 mil
Sanitation	• Provision of 600 toilet structures and a sewer reticulation network in Grootvlei Ext 1 settlement	1,75 mil
	• Provision of 600 toilet structures and a sewer reticulation network in Nthorwane informal settlement	2 mil
	• Installation of VIP toilets for farm workers 189 households	5 mil
	• Completion of installation of a sewer reticulation network in Balfour: Approximately 500 households.	8 mil
	• Installation of a sewer reticulation network in Greylingstad	15 mil
	• Upgrading/Construction of a waste water treatment works in Greylingstad	40 mil
	• Expansion of waste water treatment works/sewer plant in Balfour from a 4MI/day to a 12MI/day	20 mil
	• Upgrading/Construction of a waste water treatment works in Grootvlei Ext 1 – from a 1MI/day to a 4MI/day Plant	
	• Fencing of the Reservoirs in Balfour/Siyathemba – 2500 meters	

Services	Infrastructure Required	Estimated Budget R
Electricity	<ul style="list-style-type: none"> <li>• Electrification of 213 household in Grootvlei Ext1 settlement</li> <li>• Electrification of 600 households in Nthorwane informal settlement</li> <li>• Upgrading of power supply network, substations, mini-substations and transformers in Greater Dipaleseng</li> <li>• Electrification to rural/ farm households in Greater Dipaleseng</li> </ul>	1,7 mil 3,2 mil 15 mil 7 mil
Roads and stormwater	Greater Dipaleseng <ul style="list-style-type: none"> <li>• Rehabilitation, upgrading and re-gravelling of roads</li> <li>• Provision/improvement of storm water management system</li> <li>• Construction of road networks (New Roads)</li> <li>• Fencing of Balfour Workshop – 700m</li> </ul>	50 mil 30 mil 200 mil 1 mil
<b>Total</b>		<b>±345 million</b>

## CHAPTER 3

### HUMAN RESOURCES AND ORGANISATIONAL MANAGEMENT

#### 3.1 Organogram

The Council establishment is as follows:



##### 3.1.1 Budget and Treasury

The Budget and Treasury Department is responsible for the administration of the funds necessary for the provision of services in the Municipal area. Objectively, the funds should be administered honestly and prudently, allowing for a level of confidence from the public.

##### 3.1.2 Corporate services

Corporate Services provides support services to the Municipality by rendering effective and efficient administration Human Resource, ICT services to all municipal departments.

##### 3.1.3 Community and Public Safety Department

The Community Services and Public Safety Department is responsible for coordination and implementation of Traffic and Licensing, Environmental Health, Waste Management, Libraries,

Disaster Management, Fire and Rescue, Parks, Cemeteries, Open Spaces, Halls and Sporting facilities

#### **3.1.4 Infrastructure Department**

The Infrastructure Department is responsible for the provision of basic services, coordination and implementation of infrastructure development. It is also dealing with infrastructure maintenance through Infrastructure maintenance plans, sector plans development, monitoring of EPWP compliance, data capturing and reporting.

#### **3.1.5 Development and Planning**

Development and Planning strive to create a better life for all the residents of by ensuring an economically viable, attractive and environment-friendly Municipality. Our department aims to promote and guide the spatial and physical development of the Municipality through integrated, strategic, developmental and regulatory frameworks.

To achieve our objectives of accessibility and effective service delivery and customer care.

### **3.2 Staff Establishment**

The Municipality has a total number of 205 employees, including the section 56 managers. Since the Municipality is biased towards service delivery, there are more people in departments like Roads and Storm Water (12, 7%) and Cleansing and Refuse Removal (12.7%). Both departments account for 25.5% of the total work force within the Municipality, cementing the objective of service delivery.

The table below highlights the number of staff per department and the percentage thereof compared to the total staff complement in the year under review.

Department	Department Name	No	% of total positions
Department: 001	Cemetery	1	0.5%
Department: 002	Library	2	1.0%
Department: 003	Councilors	12	5.9%
Department: 005	Executive	6	2.9%
Department: 007	Licensing	4	2%
Department: 008	Infrastructure Development	11	5.4%
Department: 009	Infrastructure Development – PMU	4	2%
Department: 010	Roads and Storm water	26	12.7%
Department: 011	Parks and Recreation	3	1.5%
Department: 012	Development and Planning	5	2.4%
Department: 014	Sewer removal and Reticulation	20	9.8%
Department: 015	Cleansing refuse Removal	26	12.7%
Department: 016	Municipal Manager	3	1.5%
Department: 017	Corporate Services	24	11.7%
Department: 018	Financial Services	18	8.8%
Department: 019	Community Services	11	5.4%
Department: 020	Traffic	6	2.9%
Department: 123	Water	11	5.4%
Department: 126	Electricity	9	4.4%
Department: 128	Interns	3	1.5%
<b>Total</b>		<b>205</b>	<b>100.0%</b>

### 3.3 Staff Vacancies

The municipality had a total 27 vacant positions in the year under review. Vacancies arose as per below breakdown:

Cause	Number
Death	6
Dismissal	0
Resignation	10
Retirement	11
<b>Total</b>	<b>27</b>

Efforts will be made in the next financial year (2011/12) to fill up the positions in order to keep up with the service delivery objectives.

### 3.4 Compensation of Employees

Financial Year	Budget R	Actual R	Variance R
2008/09	27 256 320	25 797 915	1 458 405
2009/10	32 506 021	32 592 849	(86 828)
2010/11	31 518 747	31 623 000	(104 352)

The compensation of employees grew from 2008/9 to 2009/10 by 20% and decreased by 3% in the 2010/11 financial year. The decrease in the compensation of employee is due to cost curtailment measures and adherence to legislative requirements.

Remuneration for Councilors, Directors and Senior Officials for the year ended 30 June 2011

Description	Salaries Wages R	and Allowances R	Total R
Mayor and Executive Councilors	-	1 731 945	1 721 945
Councilors	-	1 971 975	1 971 975
Municipal Manager	509 936	169 979	679 915
Chief Financial Officer	453 558	145 745	599 303
Other Executive Manager	1 304 038	417 802	1 721 840
<b>Total Remuneration for Senior Managers</b>	<b>2 267 532</b>	<b>4 437 446</b>	<b>6 704 978</b>
Total Council Remuneration	22 360 781	14 058 333	36 419 114
Senior Manager's Remuneration as % of Total Council Remuneration	10%	32%	18%

The section 56 managers and Councilors' salaries and allowances amounted to R6.7 million **(18%)** of the total compensation of employees.

## Levels of educations attained by staff

<b>MANAGERS</b>	<b>QUALIFICATION</b>
1. PATRICK MALEBYE	NQF 7
2. LUNGILE PHEKO	NQF 6
3. NDUMISO VILAKAZI	NQF 6
4. JULIET LUUS	NQF 6
5. LUCKY MSIBI	NQF 6
6. NKOSANA BHEMBE	NQF 5
7. PIET BOTHA	NQF 5
8. GABREL MORWE	NQF 6
9. BERNARD NTULI	NQF 6
10. MAPITSO MNGOMEZULU	NQF 6
11. ANNA SEHLAPELO	NQF 5
<b>COMMUNITY</b>	<b>QUALIFICATION</b>
1. THULISILE SHOZI	NQF 4
2. MODIEHI MABOTE	NQF 5
3. DANIEL MTSWENI	NQF 5
4. ELSIE MNGUNI	NQF 5
5. SIBUSISO SKHOSANA	NQF 5
6. NHLANHLA TSHABALALS	NQF 5
7. CHARLES RADEBE	NQF 5
8. FETTIE MKHWEBANE	NQF 5
9. KHUMALO T.I	NQF 5
10. LEHLAE M.A	NQF 5

<b>PROFESSIONALS</b>	<b>QUALIFICATION</b>
1. NOBELUNGU RADEBE	NQF 6
2. VUSI SIBANYONI	NQF 5
3. LONDIWE MBATHA	NQF 5
4. NOMPUMELELO MASINA	NQF 7
5. PALESA MOKHETHI	NQF 6
6. JONAS NKUTHA	NQF 5

<b>TECHNICIANS</b>	<b>QUALIFICATION</b>
1. MATHOTO SESELE	NQF 4
2. PETROS MAKHENE	NQF 5
3. MAKHANYA M.J	NQF 5
4. MAUREEN MARISHANE	NQF 6
5. RAMARAKELA S	NQF 6
6. NGEMA ALINA	NQF 6

<b>CLIENT SERVICES</b>	<b>QUALIFICATION</b>
1. WENDY MNDEBELE	NQF 4
2. ALINAH MINE	NQF 5
3. LIZZIE NYEMBE	NQF 3
4. ZEENAT GANI	NQF 5
5. SONTU SIBIYA	NQF 4
6. JOANA MTSWENI	NQF 5
7. GENIUS MOSUWE	NQF 3
8. MOHAMMED YUSUF	NQF 6
9. PETER TSHABALALA	NQF 4

CORE ADMIN	QUALIFICATION
1. DIANA DLAMINI	NQF 5
2. SUSAN MOFOKENG	NQF 6
3. WINNIE NYEMBE	NQF 6
4. DAUWLINA PERTORIOUS	NQF 5
5. SIBUSISO MAGAGULA	NQF 6
6. LEBO MARUPING	NQF 5
7. LINDIWE TSHABALALA	NQF 3
8. HLENGIWE SKHOSANA	NQF 5
9. VUYO SOCISHE	NQF 5
10. HLUPHEKILE NHLAPO	NQF 5
11. FLORENCE TSHABANGU	NQF 5
12. PHINDILE SIDU	NQF 5
13. SIBONGILE NKOSI	NQF 3
14. NTOMBI NGWENYA	NQF 4
15. THABO MABOTE	NQF 4
16. NICKY SNYMAN	NQF 5
17. PHILLIP MASEKO	NQF 4
18. KHETHIWE NKOSI	NQF 4

ELECTRICITY	QUALIFICATION
1. THEMBA MAKHUBU	NQF 3
2. SOLOMON RAKITLA	NQF 3
3. TSEPO TWALA	NQF 3
4. THEMBA MAHOSHENI	NQF 3
5. DANIEL MOFOKENG	NQF 3

PARKS	QUALIFICATION
1. NHLANHLA SHABANGU	NQF 3
2. SHANGAAN TSHABALALA	NQF 0
3. ADAM SIGASA	NQF 0
4. SIMON MSIMANGA	NQF 0
5. SIPHAMANDLA BUTHULEZI	NQF 4
ROADS AND STORM WATER	QUALIFICATION
1. FRANS SITHOLE	NQF 1
2. JACOB MNTAMBO	NQF 3
3. ALFRED MOKOENA	NQF 2
4. NGWENYA A.B	NQF 3
5. MOLOI J.B	NQF 2
6. MALAPE M.A	NQF 2
7. MKHULISI S	NQF 2

LICENSING	QUALIFICATION
1. SELLINA MAZIBUKO	NQF 5
2. NOMSA MFENE	NQF 5
3. LINDIWE MNGWEVU	NQF 4
4. SABELO TSHABALALA	NQF 5
HOUSING	QUALIFICATION
1. QONDI TSHABALALA	NQF 5
2. MORENA MBAMBO	NQF 4
LED	QUALIFICATION
1. NOMSA NKOSI	NQF 7
2. CHARLES NTSIMBI	NQF 6
GENERAL WORKERS	
SUPERVISORS	QUALIFICATION
1. MAZEFA NXUMALO	NQF 3
2. TUBATSI MOLOI	NQF 2
3. DOCTOR KUBHEKA	NQF 3
4. DAVID MAKHANYE	NQF 1
5. MANNIE VENTER	NQF 4
6. ZITHA MKHWANAZI	NQF 1
7. ISRAEL NHLAPO	NQF 4
8. JOAS MATHONSI	NQF 5
9. PALESA SEBILO	NQF 5

GENERAL WORKERS	
OFFICE CLEANERS	QUALIFICATION
1. GRACE MLANGENI	NQF 1
2. ANNETJIE TSHABALALA	NQF 1
3. ROSE MBHELE	NQF 1
4. JOSEPHINE MOAGI	NQF 2
5. MASETHEBE MOKHATLA	NQF 3
6. DINEO THABETHE	NQF 2
7. JOSEPHINE MOLOTSI	NQF 1
8. SWAZI TSHABALALA	NQF 4
9. SEIPATI MOFOKENG	NQF 1
10. NHLAPO EREMINA	NQF 3

COMMUNITY FACILITIES	QUALIFICATION
1. RICHARD RADEBE	NQF 2
2. THEMBA NTULI	NQF 1
3. TEBOHO MOLAMO	NQF 3
4. DUBE VUSI	NQF 3

DRIVERS	QUALIFICATION
1. ENOCK MNGOMEZULU	NQF 2
2. BOY TSHABALALA	BELOW NQF 1
3. SAUL SIHLALI	BELOW NQF 1
4. NHLANHLA KUBHEKA	NQF 4
5. BONGANI ZWANE	NQF 4
6. BAFANA RADEBE	NQF 3
7. TIEHO MOKOENA	NQF 3
8. PHILLIP KGOMO	NQF 2
9. DINTLANE BUTHELEZI	NQF 2
10. ISAAC SIBIYA	BELOW NQF 1
11. BHEKI MANDLATHU	NQF 4
12. PURUMI MXUSENI	BELOW NQF 1
13. PHAKISO MIRA	NQF 2
14. MICHAEL QINEBA	NQF 2
15. JOSEPH MOTSANENG	NQF 1
16. THULANI MAZIBUKO	NQF 4
17. PIET MOKOENA	NQF 2
18. LUCKY MOFOKENG	NQF 2
19. SOLOMON NGWENYA	BELOW NQF 1
20. SEIPATI MOLEFE	NQF 3
21. DOCTOR TSHABALALA	NQF 3
22. MLANAYI LI	NQF 3
23. RADEBE MO	NQF1

SOLID WASTE	QUALIFICATION
1. SETHUNSA SAMSOM	NQF 3
2. NHLAPO PASEKA	NQF 3
3. KHUMALO JABULANI	NQF1
4. NKU SELLO	NQF 2
5. TSOTETSI FAFATSI	NQF 1
6. MAZIBUKO NTONDO	NQF 2
7. MNISI ZANI	NQF 1
8. MKHESWA JOSEPH	NQF 1
9. PHIRI THEMBA	NQF 4
10. ZWANE ABSALOM	NQF 4
11. NTSELE JULY	NQF 2
12. RAKITLA SELLO	NQF 1
13. NGWENYA PHILLIP	NQF 2
14. RADEBE BONGANI	NQF 3
15. NHLAPO S.P	NQF 1
16. DLAMINI B.I	NQF 3
17. MTHEMBU P.B	NQF 3
18. KHUMALO K.Z	NQF 2

WATER SUPPLY AND WASTE WATER	QUALIFICATION
1. THYS MOTAUNG	NQF 3
2. FRANS MAKHENE	NQF 1
3. ZAKIEL MPHUTHI	NQF 3
4. SIMON VILAKAZI	NQF 5
5. WILLIAM MAHLABA	NQF 3
6. ALFRED MOHULO	NQF 3
7. MOLAHLEHI MOFOKENG	NQF 2
8. JOHANNES NKOSI	NQF 3
9. MTHOMBENI SDUMO	NQF 2
10. MOTLA PAKISO	NQF 3
11. MOFOKENG MOTSAMAI	NQF 3
12. MOTLOUNG JOHANNES	NQF 1
13. MFENE RICHARD	NQF 1
14. MLAMBE MABUTI	NQF 2
15. TSHABALALA PHINEAS	NQF 4
16. MORAKE LAWRENCE	NQF 3
17. ROUX ANDRIES	NQF 4
18. MONYAMATHE OUPA	NQF 1
19. MAKHANYE JOSEPH	NQF 1
20. MAKHUBU SAMUEL	NQF 3
21. MNGOMEZULU ABRAHAM	NQF 2
22. MOFOKENG ABEL	NQF 3
23. MABUZA JULIA	NQF 4
24. NKOSI BHEKIZIZWE	NQF 3
25. MOTAUNG JONAS	NQF 1
26. ISAAC MZIZI	NQF 2
27. MOTLOUNG T.R	NQF 4

OPERATORS	
1. SIZWE MKHWANAZI	NQF 2
2. KAIZER SIMELANE	NQF 3
3. MOSES DLAMINI	NQF 2
4. THABO MOKWE	NQF 3
5. ABSALOM MKESWA	NQF 2
6. ABEL MPHUTHI	NQF 2
7. MLAMULI MAVUSO	NQF 1
8. MELITA MALINGA	NQF 3
9. PERCEVERENCE MOLOI	NQF 4
10. MATEYE K.Z	NQF 1

## CHAPTER 4

### AUDITED STATEMENTS AND RELATED FINANCIAL INFORMATION

#### 4.1 Budget Analysis

The Municipality's income budget stood at R88.8 million and the actual income billed for the year under review amounted to R115.6 million translating to a positive variance of R26.9 million. On another hand actual expenditure surpassed, the budgeted expenditure amount with R26.7 million. However the actual expenditure amount is less than the actual income by R3.8 million, signaling a net surplus. The table below highlights the original budget and the actual outcome, accompanied by the explanations thereof of significant variances:

*Table: Budget to Actual comparison*

Item Description	Original Budget R	Actual Outcome R	Variance R	Comments
<b>Income</b>				
Property Rates	4 000 000	7 455 060	3 455 060	Budget based on the collection rate, whereas outcome is billing based
Service Charges	39 851 000	49 265 333	9 414 333	Budget based on the collection rate, whereas outcome is billing based
Investment Revenue	5 290 000	8 949 978	3 659 978	Budget based on the collection rate, whereas outcome is billing based
Transfers	37 100 000	46 545 983	9 445 983	
Other Own Revenue	2 556 000	3 433 554	877 554	Budget based on the collection rate, whereas outcome is billing based
<b>Total Income</b>	<b>88 797 000</b>	<b>115 649 908</b>	<b>26 852 908</b>	

Item Description	Original Budget R	Actual Outcome R	Variance R	Comments
<b>Expenditure</b>				
Employee Cost	32 837 000	32 715 194	121 806	Savings due to vacancies
Remuneration Councilors	3 217 000	3 703 920	(486 920)	
Debt impairment	-	23 624 873	(23 624 873)	Based on the collection rate and possibilities of debt recovery
Depreciation	-	-	-	
Finance Charges	-	828 393	(828 393)	
Materials and Bulk Purchases	18 825 000	25 684 489	(6 859 489)	Inflationary pressures
Transfers and Grants	3 465 000	1 905 311	1 559 689	
Other Expenditure	26 640 000	23 380 661	3 259 339	Cost curtailment due to low collection rates
<b>Total Expenditure</b>	<b>84 984 000</b>	<b>111 842 841</b>	<b>(26 858 841)</b>	

## 4.2 Annual Financial Statements

The Municipality prepared the 2010/11 Annual Financial Statements in the GRAP format as per National Treasury requirements. The Annual Financial Statements were submitted to the Auditor General on 31 August 2011 as stipulated as per MFMA.

Attached as annexure is the audited set of the 2010/11 Annual Financial Statements

## 4.3 Action Plan Implemented to Correct Legacy Issues

### 4.3.1 Background

The Municipality has been getting Disclaimer in their Audit Reports from the financial year starting in 2006 up to the financial year ending 2010. Notably issues raised were about the financial record keeping, reconciliations, asset management, debtors and creditors' integrity. This was attributed to the skills capacity in the Budget and Treasury, high staff turn in the Internal Audit Department and the outdated financial management system.

#### 4.3.2 Strategic steps taken to address the Budget and Treasury issues

The Municipality received a grant of R8 million for Capacity Building Project from the Development Bank of Southern Africa. The grant was disbursed as per below table, with financial management component accounting for R3,3 million. The financial management allocation was for data cleansing and installation of the financial management system.

**Table: DBSA Grant funding**

Project Phase Output	DBSA/DF Contribution R	Estimate Disbursement Date	Disbursement Amount R
Element 1 – Financial Management	3 300 000	1 November 2011	3 300 000
Element 2 – Master Plans	2 900 000	1 January 2011	2 900 000
Element 3 – LUMS and GIS	1 500 000	1 March 2011	1 500 000
Element 3 – LED	300 000	1 March 2011	300 000
<b>Total</b>	<b>8 000 000</b>		<b>8 000 000</b>

The Municipality appointed consultants to assist with the audit clean-up process wherein three years detailed financial year review and audit were performed.

Furthermore, the Municipality appointed consultants to perform a data cleansing exercise.

A new Financial Management System, which is GRAP compliant was implemented.

#### 4.3.3 Results

##### 4.3.3.1 Financial Management System

The installation of the new GRAP compliant Financial Management system called MUNSOFT was successfully implemented in September 2011. The Municipality is now working on the new system. However there is only one component outstanding, which is Caseware. Caseware is used in the Financial and National Treasury Statutory Reports, together with budgeting. The Municipality envisages implementing Caseware by February 2012

#### 4.3.3.2 Data Cleansing

The data cleansing project was started in July 2011, with the desktop exercise. Field work to verify the ownership, water and electricity meter numbers, meter readings, consumer addresses and the working conditions of meters commenced in August 2011. The project was supposed to have been completed by 30 September 2011, however due to some unforeseen circumstances; the projects will be concluded by January 2012. Once concluded, the data will be exported to the Munsoft system and debt collection will be implemented in full force as the source data will be credible.

#### 4.3.3.3 2014 Clean Audit project

The Municipality drew a plan to correct all past legacy issues. A steering committee was formed by the Municipality, comprising of Municipal staff, consultants, Auditor General, Audit Committee members and SALGA. The Committee was meeting every month and bi-weekly towards the conclusion of the Annual Financial Statement. The reviews by the committee saw the Municipality's audit report improving from disclaimer to qualification on opening balances.

### 4.4 Revenue

The Municipality's payment rate stood at 65% in the financial year under review. The total outstanding debts stood at R155.7 million, an amount above the current year income budget. However in this view of the low collection rates, the Municipality implemented the data cleansing project in order to eradicate any incorrect information that may be on the system. Once the project is concluded, then the Municipality will engage on a full debt collection exercise supported by the correct information.

The table below shows the comparison of the actual.

**Table: Revenue performance information**

<b>Description</b>	<b>2010/11 Adjusted Budget R</b>	<b>2010/11 Budget R</b>	<b>2010/11 Variance R</b>	<b>2010/11 Variance (%)</b>	<b>Explanation of Significant Variances greater than 10%</b>
Property rates	7,454,999	8,000,000	(545,001)	-7%	Rounding was accounted for upwards
Service charges	48,802,524	51,158,000	(2,355,476)	-5%	Lesser consumption due to price increases and power cuts in the financial year under review
Rental of facilities	169,686	155,000	14,686	9%	
Fines	249,765	251,000	(1,235)	0%	
Licenses and Permits	2,298,670	2,187,000	111,670	5%	Less income than budgeted for
Government grants and subsidies	42,129,100	37,100,000	5,029,100	14%	DORA allocation incorrectly applied
Other income	5,000,262	1,146,000	3,854,262	336%	Decrease in estimated fines received
Interest received	8,949,978	1,151,400	7,798,578	677%	Increase on Consumer debtors not budgeted for due to low revenue collection rates.
<b>Total Revenue</b>	<b>115,054,984</b>	<b>101,148,400</b>	<b>3,906,584</b>	<b>14%</b>	

The Municipality receives grant funding from National Treasury and other sector departments. Some of the funds are unconditional i.e equitable share and the rest is conditional funding. Conditional grants are expected to be used for the approved business plans only and no deviations allowed.

Below is a summary of all the grants received and expenditure thereof, in the financial year ending 30 June 2011:

Grant Details	Grant Purpose	Amount Received R	Expenditure R	Unspent Grant R
Equitable share	To subsidies indigents	35 349 357	35 349 357	-
MIG	For infrastructure development	8 928 190	8 928 190	-
MSIG	To improve Municipal Systems	750 000	750 000	-
FMG	To enhance Municipal Financial Management	1 000 000	1 000 000	-
EPWPIPG	Incentive for labour intensive work	500 000	500 000	-
LG Seta	For training	18 436		18 436
<b>Total</b>		<b>46 545 983</b>	<b>46 527 547</b>	<b>18 436</b>

The Municipality received a total of R46.5 million in the financial year ending 30 June 2011, though for the full financial year the amount stood at R52,54 million. The difference of R6 million is due to the financial year difference between the Provincial Government and the Municipality. The R6 million was disbursed between April and May 2011, which falls outside the financial calendar of the Municipality.

The Municipality according to the above reconciliation, managed to spend all the allocated grants, in line with National Treasury provisions.

#### 4.4.1 Assessment of arrears in respect of municipal taxes and service charges

Listed in the tables below is a breakdown of the debt per service offered and the ageing thereof. According to the table below, other services constitutes the biggest debt of 33%, followed by Sewerage 20%, Water 15%, with the least being Electricity 7%. Electricity is the only service which can be discontinued, in pursuit of outstanding debt.

**Table: Consumer Debtors as at 30 June 2011**

Revenue Description	Gross Balance R	Provision for debt impairment R	Net Balance R
Rates	19 636 363	(17 198 426)	2 437 937
Electricity	10 724 879	(7 196 239)	3 528 640
Water	23 668 653	(19 769 976)	3 898 677
Sewerage	31 243 568	(28 609 736)	2 633 832
Refuse	18 869 236	(17 430 630)	1 438 606
House rental	8 585	(8 585)	-
Other	51 554 733	(43 718 525)	7 836 208
<b>Total</b>	<b>155 706 017</b>	<b>(133 932 117)</b>	<b>21 773 900</b>

**Table: Consumer debtors' Aging**

Rates	2010/11 R	2009/10 R
Current (0 – 30 days)	576 047	336 462
31 – 60 days	491 407	434 323
61 – 90 days	458 257	426 636
91 – 120 days	452 103	424 966
121 – 365 days	460 124	514 044
>365 days	17 198 425	13 142 275
<b>Total Rates</b>	<b>19 636 363</b>	<b>15 278 706</b>

Electricity	2010/11 R	2009/10 R
Current (0 – 30 days)	1 598 660	425 766
31 – 60 days	644 606	298 476
61 – 90 days	470 185	272 030
91 – 120 days	450 577	228 902
121 – 365 days	364 444	266 417
>365 days	7 196 407	5 773 990
<b>Total Electricity</b>	<b>10 724 879</b>	<b>7 265 581</b>

Water	2010/11 R	2009/10 R
Current (0 – 30 days)	1 080 696	671 984
31 – 60 days	715 228	618 848
61 – 90 days	689 244	628 165
91 – 120 days	800 244	632 347
121 – 365 days	613 255	627 359
>365 days	19 769 976	16 388 628
<b>Total Water</b>	<b>23 668 643</b>	<b>19 567 331</b>

**Table: Consumer debtors' Aging**

<b>Sewerage</b>	<b>2010/11 R</b>	<b>2009/10 R</b>
Current (0 – 30 days)	578 004	478 834
31 – 60 days	526 513	476 257
61 – 90 days	512 946	471 430
91 – 120 days	521 381	470 861
121 – 365 days	494 927	478 433
>365 days	28 609 797	23 678 721
<b>Total Sewerage</b>	<b>31 243 568</b>	<b>26 054 536</b>

<b>Refuse</b>	<b>2010/11 R</b>	<b>2009/10 R</b>
Current (0 – 30 days)	315 020	267 090
31 – 60 days	285 538	263 548
61 – 90 days	278 719	261 263
91 – 120 days	287 346	259 853
121 – 365 days	271 944	262 024
>365 days	17 430 669	14 580 976
<b>Total Refuse</b>	<b>18 869 236</b>	<b>15 894 754</b>

<b>House rental</b>	<b>2010/11 R</b>	<b>2009/10 R</b>
Current (0 – 30 days)	-	-
31 – 60 days	-	-
61 – 90 days	-	-
91 – 120 days	-	-
121 – 365 days	-	-
>365 days	8 585	8 585
<b>Total House rental</b>	<b>8 585</b>	<b>8 585</b>

<b>Other</b>	<b>2010/11 R</b>	<b>2009/10 R</b>
Current (0 – 30 days)	242 462	465 191
31 – 60 days	1 054 757	867 399
61 – 90 days	1 137 773	841 975
91 – 120 days	1 214 705	945 486
121 – 365 days	112 405	847 526
>365 days	46 892 631	36 670 909
<b>Total Other</b>	<b>51 554 733</b>	<b>40 638 486</b>

#### 4.5 Auditor General

The Auditor General performed an audit on the Annual Financial Statements for the financial year ended 30 June 2011. The Auditor General expressed a qualification on the Annual Financial Statements on the account opening balances which have been disclaimed for a long time. Attached as annexure is a copy of the Audit Report.

## CHAPTER 5

### FUNCTIONAL AREA SERVICE DELIVERY REPORTING

#### 5.1 Infrastructure Services Department

##### 5.1.1 Overview

The Infrastructure Services Department is responsible for the provision of basic services, coordination and implementation of infrastructure development. It is also dealing with infrastructure maintenance through Infrastructure maintenance plans, sector plans development, monitoring of EPWP compliance, data capturing and reporting.

##### 5.1.2 Key Performance Areas (KPA's)

**Sanitation/Sewer Services** – Sanitation Provision of sewerage services including infrastructure and also includes toilet facilities and maintenance (Basic Level of Service) and management of sewer plants

**Roads and Storm water Management** – Construction and maintenance of roads within the Municipality's jurisdiction, including storm water management and roads and storm water maintenance.

**Water Services** – Includes bulk services and distribution of water/water networks and water purification.

**Electricity Services** – Electricity Distribution/ Street Lighting

**Project Management** – Project Planning, Project Management, Implementation, Monitoring and EPWP compliance and reporting.

SANITATION/ SEWER SERVICES		
Reporting Level	Detail	Total
Description of Activity	<p>The sewerage functions of the municipality are administered as follows and include: (Maintenance and operations)</p> <ul style="list-style-type: none"> <li>Provision of suction services where there is no reticulation network (Balfour, Siyathemba and Greylingstad);</li> <li>Unblocking sewer network where required; and</li> <li>Management and supervision of Waste Water Treatment works, including water sampling and testing (Sewer Plants) - Service Provider Appointed for the management and for the registration of the sewer plants in the following areas:</li> </ul> <p>Balfour Sewer Plant Greylingstad/Nthorwane Sewer Plant Grootvlei Ext 1 Sewer Plant and; Grootvlei Ext 2 Sewer Plant</p>	<p>327</p> <p>83</p> <p>4</p>
	<p>Data and sampling results collected and registration of the following Sewer Treatment Works lodged with the Department of Water affairs.</p> <ul style="list-style-type: none"> <li>Balfour Sewer Plant;</li> <li>Greylingstad/Nthorwane Sewer Plant;</li> <li>Grootvlei Ext 1 (Mine) Sewer Plant; and</li> <li>Grootvlei Ext 2 (Eskom) Sewer Plant</li> </ul>	

KPA	Performance during the year, performance targets against actual achieved and plans to improve performance	Total
Sanitation Services	Construction of Toilet top structure in Mandela section - Siyathemba	13
	Installation of VIP toilets - Farming community households	88

ROADS AND STORMWATER MANAGEMENT		
Reporting Level	Detail	Total
Description of Activity	<p>The Roads and Storm-water function of the municipality are administered as follows and include: (Maintenance and operations)</p> <ul style="list-style-type: none"> <li>Pothole and roads repairs;</li> <li>Re-gravelling of roads; and</li> <li>Cleaning of storm water channels and drains</li> </ul>	<p>2 000m<sup>2</sup></p> <p>85 km</p>
	Performance during the year, performance targets against actual achieved and plans to improve	

KPA	performance	Total
Roads and Storm-water Management	Rehabilitation and Construction of Roads in Nthorwane – Ward 6	1.2 km
	Construction and Rehabilitation of Roads in Siyathemba – Ward 2	1.4 km
	Construction and rehabilitation of Roads in Balfour	4.6 km

WATER SERVICES		
Reporting Level	Detail	Total
Overview		N/A
Description of Activity	<p>Water Purification/ storage and distribution into the network system and into households. Repairs and maintenance of bulk supply line and reticulation network; (Maintenance and Operations)</p> <ul style="list-style-type: none"> <li>Management and supervision of the Water Treatment Works, including water quality sampling and testing (Portable Plants) in Balfour Fortuna Water Works, Grootvlei storage tanks and Greylingstad/Nthorwane storage tanks</li> </ul>	4
	Repairs and maintenance of water reticulation network pipeline	5.5km
	Replacement of water pumps at the Greylingstad/ Nthorwane water line pump station	3

KPA	Performance during the year, performance targets against actual achieved and plans to improve performance	Total
Water Services	Provision of basic water to rural: boreholes and hand pumps	15

ELECTRICITY SERVICES		
Reporting Level	Detail	Total
Overview	Bulk supply, network distribution, maintenance and provision of street lighting to the community.	N/A
Description of Activity	<p>Electricity supply to households and businesses:</p> <ul style="list-style-type: none"> <li>Maintenance of transformers and substations;</li> <li>Installation of Pre-paid electricity meter boxes; and</li> <li>Maintenance of street lights and high light masts</li> </ul>	<p>20 56 120</p>

KPA	Performance during the year, performance targets against actual achieved and plans to improve performance	Total
Electricity Services	Supply and Installation of; <ul style="list-style-type: none"> <li>10 mid hinged – high light masts in Ward 1, 2, 4, 5</li> </ul>	10

PUBLIC FACILITIES		
Reporting Level	Detail	Total
Overview Description Activity	Includes all Public Facilities Repairs and Renovations of Stadiums, Soccer fields, Community Halls and Taxi Ranks: (Maintenance and Operations) <ul style="list-style-type: none"> <li>Construction of the Balfour Vehicle testing Station (Phase 1 - Paving)</li> </ul>	80 000m <sup>2</sup>

### 5.1.3 Infrastructure Projects Implementation

**Table: Infrastructure Projects Implementation – Municipal Infrastructure Grant (MIG)**

Project Name	Project No.	Project Amount R	Appointed Consulting Engineer	Contractor Appointed	Comments
Construction of roads in Balfour	DLM 26/2010	8 000 000	Thete Consulting Engineers	Mlokothwa Construction	The project is 85 % complete
Balfour WWTW expansion	DLM 70/2009	3 400 000	Kwenamoroka Project Managers	Not appointed	Environmental Impact Assessment in progress
Construction of roads in Siyathemba, Slovo Section Ward 4	DLM 01/04/2011	1 243 000	Monde Consulting	African Moon Trading	Construction in progress
Installation of Streetlights and Highlight masts	DLM 55/2008	1 600 000	Risimati Engineers	Vusubheki Management Services	Completed

**Table: Infrastructure Projects Implementation – Gert Sibande District Funded**

Project Name	Project No	Project Amount R	Appointed Consulting Engineer	Contractor Appointed	Comments
Installation of Boreholes on Farms	GSDM 12/2010	1 000 000	Paul & Partners	Jonker Contractors, Mzamo Works & 27 Years Roben Island	The project is complete
Provision of VIP Toilets on Farms	GSDM 11/2010	1 000 000	Paul & Partners	Mologadi Mamatja Trading, Hlakoapitsi Constr, Mngomakati Trading, Izintombi Constr & Mtshoadoa Trading.	The project is complete
Construction of Roads in Nthorwane	GSDM 10/2010	3 000 000	Paul & Partners	Mnqobi Construction 102cc	The project is complete
Construction of Roads in Siyathemba	GSDM 9/2010	3 000 000	Paul & Partners	Mnqobi Construction 102cc	Project in progress

**Table: Infrastructure Projects Implementation – Rural Infrastructure Provision**

Area	Ward	Boreholes	VIP Toilets
Siyathemba	Ward 2	2	22
Balfour	Ward 3	0	22
Grootvlei	Ward 5	2	22
Greylingstad/ Nthorwane	Ward 6	11	22
<b>Total</b>		<b>15</b>	<b>88</b>

**Table: Infrastructure Projects Implementation – Dipaleseng Municipality Funded**

Project Name	Project No.	Project Amount R	Expenditure R	Contractor Appointed	Comments
Sewer Connection in Siyathemba(Mandela Section) and Top Structure in Nthorwane.	DLM 29/2010	143 000	143 000	At This Moment Trading Enterprise	Completed
Remedial works in Balfour taxi rank and trading stalls	DLM 06/03/2011	144 755	144 755	Phumi Trading	Completed

**Table: Infrastructure Projects Implementation: In Water Harvesting Programme – Department Of Water Affairs**

Ward No	Allocation of Tanks Per Ward	Appointed Contractor	Allocated Tanks Per Contractor	Project % Complete	Comments
Ward 1	50	Malindi and Kgadi Trading Sedingoana General Trading	40 10	95% 95%	Completed
Ward 2	50	Mshesheshe General Trading Sedingoana General Trading	40 10	95% 95%	Completed
Ward 3	50	Revelaphanda Trading Sedingoana General Trading	40 10	95% 95%	Completed
Ward 4	50	Yakho Connection Suppliers Sedingoana General Trading	40 10	95% 95%	Completed
Ward 5	50	Kgodisho Transport & Projects Smanga's Construction	40 10	95% 95%	Completed
Ward 6	50	Nutrient Trading Enterprise Smanga's Construction	40 10	95% 95%	Completed

## 5.2 Budget and Treasury Department

### 5.2.1 Overview

The Budget and Treasury Department is responsible for the administration of the funds necessary for the provision of services in the municipal area. Objectively, the funds should be administered honestly and prudently, allowing for a level of confidence from the public.

Due diligence should be exercised, and financial controls employed, so that all avenues of service delivery are able to be funded, and the public's perception of local Government is enhanced. The same principles of business, apply to the administration of this department. Essentially, we are the custodians of the funds of taxpayers.

### 5.2.2 Key Performance Areas

There are three key performance areas:

**Revenue** – This portfolio of the finance function, is the collection of activities necessary for the collection of payments for services rendered to the public.

**Expenditure** – This branch of the department especially employs the principles of the Municipal Finance Management Act, by regulating the accounting rules for expenditure and the reporting thereof.

**Supply Chain Management** – This branch of the department is responsible for the procuring of goods and services, the appointment of contractors and other service providers, and the disposing of assets no longer needed.

### **5.3 Community Services and Public Safety Department**

#### **5.3.1 Overview**

The Community Services and Public Safety Department is responsible for coordination and implementation of traffic and licensing, Environmental Health, Waste Management, Libraries, Disaster Management, fire and rescue, Parks, Cemeteries, Open Spaces, Halls and Sporting Facilities.

#### **5.3.2 Programmes**

Hereunder is the description of programmes and related activities for the 2010/2011 financial year.

##### **5.3.2.1 Grootvlei and Balfour Public Libraries**

This service was provided to enhance community participation recreational literature, subject literature, a project and reference collection, a community information service and a sections for children/teenagers is inter alia available creating a learning community and provide the community with current information and news.

#### **Service provided**

Daily newspapers/Weekend newspaper;

Periodicals / Magazines;

Study guides business; and

Business and Management Books

#### 5.3.2.2 Disaster Management

To provide Disaster Management services to the Greater Dipaleseng. Mitigate the chances of veld and residential fires. Assist in any emergency incident within the Greater Dipaleseng.

##### **Service rendered**

Disaster awareness campaigns;

Aim of the operation to encourage motorists to rest after taking long trip;

Developed Disaster Management Preparedness;

To compile a risk profile to Dipaleseng Local Municipality and preparedness for any emergency around Greater Dipaleseng; and

Assisted those affected by the fire during the fire season.

#### 5.3.2.3 Halls and Municipal Buildings

Manage and take bookings for Municipal buildings;

Ensure payments of deposit and refunds are paid;

Inventory control of small office equipment;

Responsible for municipal gardens and outside appearance;

Manage parking areas; and

Determine damages and adjust the deposits accordingly

#### 5.3.2.4 Traffic and Safety

Law enforcement:

Learners and Drivers Licenses Tests;

VIP/Funeral/Abnormal Trucks Escorts;

Roadblocks;

Visible Patrolling;

Attending Court Duties;

Attending emergency incidences;

Training; and

Administration duties

#### 5.3.2.5 Licensing

Vehicle licensing and registration

Application and renewal of driver's licenses

Renewal of vehicle licenses

#### 5.3.2.6 Environmental Health

Environmental Health comprises aspects of human health, including the quality of life, determined by physical, biological, social and psycho-social factors in the environment. It also refers to the theory and practice of ascertaining, correcting, controlling and preventing those factors in the environment that can have adverse effect to the health of the people.

#### 5.3.2.7 Waste Management

Waste Management comprises of the collection, transportation, processing, recycling or disposal and monitoring of waste material.

### 5.4 Development and Planning Department

Development and Planning Department strive to create a better life for all the residents by ensuring an economically viable, attractive and environment-friendly Municipality. Our department aims to promote and guide the spatial and physical development of the Municipality through integrated, strategic, developmental and regulatory frameworks. To achieve our objectives of accessibility and effective service delivery and customer care.

The Department consists of the following functional units: Spatial Planning; Land-use Legislation and Applications Management; Building Control; Human Settlement, Local Economic Development, Geographic Information System and Integrated development Plan.

### 5.5 Corporate Service Department

#### 5.5.1 Overview

Corporate Services provides support services to the Municipality by rendering effective and efficient administration Human Resource, ICT services to all municipal departments.

#### **5.5.2 Administration**

Legal services function to the Municipality;  
Contract management services to the Municipality;  
Records management services to the Municipality;  
Effective and efficient Council secretariat services to the Municipality; and  
Effective and efficient Councillors support administration to the Municipality.

#### **5.5.3 Human Resources**

Provide training services to the Municipality;  
Provide employee well-being to the Municipality;  
Provide effective labour relation;  
Provide organizational development; and  
Provide Human Resource administration.